



PURCHASE ORDER

PO Number: 303-2-0034

Requisition Number: 303-2-00102

Order Date: 8/24/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Central Services Bldg
1711 San Jacinto Blvd.

Attn: Jayne Steger
Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

12743888070
Morphotrust USA
6840 Carothers Pkwy
Ste 650
Franklin, TN 37067
Customer Service
Phone:877-512-6962, Fax:615-871-0845

Morphotrust USA (IDEMIA) Criminal Background Checks:

Description

Blanket purchase order for TFC Contractors / TFC Employee Background Checks (Fast Fingerprint Applicant Services of Texas) on an as needed basis.

TFC Contact:
Jayne Steger
512-463-1668

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Blanket Purchase Order for TFC contractors/TFC employee criminal background checks (fast fingerprint applicant services of Texas) on an as needed basis.	1	Lot	\$2,747.50	9/1/2021	8/31/2022	\$2,747.50
Application Guidelines which includes the L1 Fast fingerprint application:						
Fees:						
Application:			\$39.25			
Texas DPS Fingerprint Request:			\$38.25			

TX Coupon Convenience: \$1.00
Total Fee: \$39.25

Total not to exceed \$2747.50.

TFC purchase order allowed: billing account #TX923605Z

NIGP Class: 961
NIGP Item: 30
Object Class: 295
Reimbursement Type: Not Reimbursable

Grand Total \$2,747.50

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2022
Division	Executive
Program	Security and Safety Programs
Phone	5124631668
Org Code	0104 - Security and Safety Programs
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	n/a

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____
Jordan, Michelle - CTCD,

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of

tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[.\(Show Terms And Conditions...\)](#)